

Program Requirements Document Companywide	18.3 MANAGEMENT ASSESSMENTS	Identifier: PRD-5091 Revision: 3 Page: 1 of 3
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Manual: 13A—Quality and Requirements
Management Program Documents

Change Number: 88149

1. PURPOSE

This Program Requirements Document (PRD) identifies requirements and responsibilities for establishing and performing *management assessments* (see def.) of the integrated quality assurance (QA) program. See Appendix A for requirements basis.

2. APPLICABILITY

This PRD applies to company management personnel involved in management assessments of the integrated QA program.

3. RESPONSIBILITIES

3.1 Senior Management

Senior Management is responsible for:

- A. Implementing the management assessment program.
- B. Periodically reviewing and evaluating *data* (see def.) from various internal and external sources, including their own personal knowledge, to identify problems that hinder the organization's ability to achieve its mission and *performance* (see def.) objectives.

3.2 Management

Managers at all levels are responsible for performing assessments of their management processes.

4. REQUIREMENTS

4.1 Companywide Applications

The requirements identified in this subsection (4.1) apply to the entire company unless exempted by INT-17, QA PRD Introduction, Subsection 2.

4.1.1 Basic

- 4.1.1.1 Management shall regularly assess the adequacy and effective implementation of the quality assurance program. [*NQA-1-1997, Requirement 2, 100 (c)*]

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4.1.1.1.1 Managers must assess their management processes. Problems that hinder the organization from achieving its objectives must be identified and corrected. *[DOE O 414.1A Attachment I, 2.c.(1)(a) and 2.c.(1)(b)]*

4.1.2 Records

4.1.2.1 All records designated in implementing documents as *quality assurance records* (see def.) shall be controlled in accordance with PRD-5088, 17.1 Quality Assurance Records. *[Summary of records requirements from NQA-1-1997, DOE/RW-0333P, and Company Imposed Requirements]*

4.2 Specific Requirements for DOE/RW-0333P QARD Revision 10 Applications

This subsection (4.2) contains additional requirements from the QARD (DOE/RW-0333P, Revision 10) which are specific to the Spent Nuclear Fuel Program.

4.2.1 Management Assessments

4.2.1.1 The INEEL Spent Nuclear Fuels Manager shall perform or direct the performance of management assessments of *affected organizations* (see def.) by personnel outside the QA organization. *[DOE/RW-0333P 2.2.7.1s; PLN-533, 3.2, Clarification 3]*

4.2.1.2 Management assessment shall *[DOE/RW-0333P 2.2.7.2s]*:

- A. Be planned and documented, and performed annually. *[DOE/RW-0333P 2.2.7.A]*
- B. Evaluate the *[DOE/RW-0333P 2.2.7.B]*:
 - 1. adequacy of resources and personnel provided to achieve and assure quality *[DOE/RW-0333P 2.2.7.B.1]*
 - 2. adequacy of the QA program *[DOE/RW-0333P 2.2.7.B.2]*
 - 3. effectiveness of the QA program. *[DOE/RW-0333P 2.2.7.B.3]*
- C. Be documented and results shall be distributed to the affected organization management. *[DOE/RW-0333P 2.2.7.C]*

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5. DEFINITIONS

Refer to LST-199, Definitions, in the QA PRD Manual for the definitions of the following terms:

affected organization

data

management assessment

performance

quality assurance records

6. REFERENCES

ASME NQA-1-1997, Quality Assurance Requirements for Nuclear Facility Applications

DOE/RW-0333P, Office of Civilian Radioactive Waste Management, Quality Assurance Requirements and Description, Revision 10

PLN-533, Quality Assurance Plan for Non-Licensed Spent Nuclear Fuel Activities, Revision 5.

7. APPENDICES

Appendix A, 18.3 Basis

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APPENDIX A

18.3 BASIS

Source	Citation	Requirement	Comments
ASME NQA-1-1997, Quality Assurance Requirements for Nuclear Facility Applications, Requirement 2	100 (c)	4.1.1.1	Consensus Requirement (CR)
DOE O 414.1A, Quality Assurance, Attachment 1	2.c.(1)(a) and 2.c.(1)(b)	4.1.1.1.1	CR
DOE/RW-0333P, Office of Civilian Radioactive Waste Management Program, Quality Assurance Requirements and Description, Revision 10	2.2.7.1s	4.2.1.1	SR
DOE/RW-0333P	2.2.7.2s.	4.2.1.2	Specific Requirement (SR)
DOE/RW-0333P	2.2.7.A	4.2.1.2.A	SR
DOE/RW-0333P	2.2.7.B	4.2.1.2.B	SR
DOE/RW-0333P	2.2.7.B.1	4.2.1.2.B.1	SR
DOE/RW-0333P	2.2.7.B.2	4.2.1.2.B.2	SR
DOE/RW-0333P	2.2.7.B.3	4.2.1.2.B.3	SR
DOE/RW-0333P	2.2.7.C	4.2.1.2.C	SR
PLN-533, Quality Assurance Plan for Spent Nuclear Fuel Activities, Revision 5	3.2, Clarification 3	4.2.1.1	SR
PRD-5088, 17.1 Quality Assurance Records	All	4.1.2.1	Company Imposed Requirement (CIR)